

BLEDSOE'S FORT PARK RENTAL AGREEMENT FOR LAND SURROUNDING THE FACILITY

General Provisions

*USE OF THE BLEDSOE'S FORT PARK HOUSES/CABINS DURING AN EVENT IS PROHIBITED. THIS AGREEMENT IS ONLY FOR THE AREA SURROUNDING THE BUILDINGS/HOUSES/CABIN and THE PICNIC SHELTER.

*It is understood that the date booked for an event is the only date that is reserved for the Renter.

*Staff from Bledsoe's Lick Historical Association (BLHA) or their designee must be onsite to monitor set-up, the event itself and breakdown/cleanup. The size of the event will determine the number of staff that are required; this determination will be made by BLHA prior to the event.

* The Renter should appoint one individual to be the Contact Person for the Event. The Contact Person should be present for the preliminary and final walk-through and also be present to accept and supervise deliveries and setup/take down/cleanup of the Event. BLHA will deal directly with the Contact Person. A post-event walk-through with the user or Contact Person and BLHA staff will determine the return or retention of the deposit.

Timeline

Here is the timeline that should be followed for an event from start to finish.

*Reservations can be scheduled up to 12 months in advance.

*Reservation is confirmed after signing the Rental Terms and Conditions AND Rental Contract at which the Initial Payment is due in full. The Initial Rental Payment includes a non-refundable down payment on the total cost of the rental AND a \$500 refundable Security/Damage Deposit.

*The Final Rental Payment, which is the remaining full balance of the rental fee, is due no less than 30 days prior to the date of the event.

*Certificate of Liability insurance from Renter and Caterer, and copies of all licenses to serve alcohol and beer shall be due no less than 30 days prior to the date of the event.

*Set up, the event itself, breakdown and cleanup occur on the scheduled date.

*Security deposit (or a portion thereof) due back to Renter is mailed within 60 days from the date of the event, if applicable.

Daily Rental Rates

*\$750 for up to 12 hours.

**After midnight, extra staff fees for events will accrue at rate of \$50 per staffer (\$75 on holidays)

*The Parker cabin or the Rogan Cottage (stone cottage) can be rented for 2 hours before the wedding and for 1 hour after the wedding at a cost of \$100 per hour, \$300 total for 3 hours.

Rental Payments & Security/Damage Deposit

The cost of rental covers the use of the property for a daily period. This rental period is for up to 12 hours. Typical use of this rental period includes set-up, the event itself and breakdown/cleanup.

A reservation is confirmed after signing the Rental Terms and Conditions AND Rental Contract at which time the Initial Rental Payment is due in full. The Initial Rental Payment includes a \$500 non-refundable down payment on the total cost of the rental AND a \$500 refundable Security/Damage Deposit. The Final Rental Payment, which is the remaining full balance of the rental fee, is due no less than 30 days prior to the date of the event.

The Security/Damage Deposit covers the cost of repair for any damages, additional cleanup and/or staff overtime that occurs during the Renter's event. In the event that the damage or staff overtime pay exceeds \$500 the Renter will be responsible for the remaining balance.

The Security/Damage Deposit is refundable provided the following guidelines are met:

*The property is left at conclusion of the rental period in the same quality of condition it was received.

*If it passes inspection the Security/Damage Deposit will be refunded by mail to the recipient listed on the Rental Contract within 60 days from the date of your event. The extent of damages and reparation shall be determined solely by BLHA and must be paid within 60 days.

Certificate of Liability

The Renter must provide a Certificate of Liability naming Bledsoe's Lick Historical Association as insured for a minimum of \$1,000,000. This certificate must be submitted to BLHA no later than 30 days before the event.

Cancellations & Event Date Change Requests

All cancellations and/or change of date requests will be accepted in writing only and must be submitted and signed by the same person who signed the original contract. In the case of cancellations BLHA will refund only the \$500 refundable Security/Damage Deposit and will not return any and/or all other monies paid toward the cost of the rental.

Event and Time

Events must end by 11:00 p.m. unless prior approval is granted by BLHA. All music, food service and alcohol services must end by 10:00 p.m. The last hour of the rental period is to be used for breakdown/cleanup. The Renter is responsible for ensuring that everything belonging to themselves, their guests, and/or vendors and personnel has been removed by 12:00 midnight. It is the Renter's responsibility to confirm that tent locations and all other areas of the property are clear of personal belongings, decorations equipment, tools, trash, all vehicles, etc. Anything left behind after the conclusion of the event will be discarded. BLHA cannot be held responsible for lost, missing or forgotten items. Any unauthorized vehicles left on the property after 12:00 midnight are subject to being towed.

Set-up & Breakdown/Cleanup

Set-up and breakdown of equipment, including tents, tables and chairs, etc., is solely the Renter's responsibility. Deliveries, set-up and breakdown/cleanup must take place within the

rental period to avoid extra charges for staff time. All vehicles must remain on the park driveway. This includes delivery trucks and guest vehicles.

A representative of the Renter must be on property to sign for any deliveries. BLHA is not responsible for the protection or storage of items brought on the premises for any event.

Staging & Tents

NO STAGING IS ALLOWED. Tents may be brought on the property, but must adhere to all fire code regulations. Tents may be set up in the general area of the Picnic Shelter.

Alcoholic beverages

Renter is permitted to serve alcohol during the event to any persons 21 years of age or older. All alcohol served on BLHA/Sumner County property must be served and/or supervised by an ABC licensed bartender.

Alcoholic beverages may be served only during the specified hours of the event and service will terminate 30 minutes prior to the conclusion of the event. The Renter has the responsibility to adhere to all state and local regulations governing the sale and consumption of alcohol. BLHA assumes no liability for the actions of individuals as a result of permission to serve alcoholic beverages. Individual guests may not bring alcoholic beverages onto the premises or take poured beverages off the event site at any time.

Event Decorations

Decorations may not be placed on or attached to the facility, including any building or structure at Bledsoe's Fort Park. No open flame decorations are allowed. Candles or lanterns are allowed only if enclosed in a votive holder, hurricane lamp or other glass enclosure and are limited to tables and illuminating pathways. The Renter may not use confetti, fake flower petals, glitter, sparklers or rice at any point during the rental. Bubbles, butterflies, real flower petals and birdseed are allowed in reasonable quantities. All balloons or bows attached to signage leading to the property must be removed by the end of the rental period. There can be NO RELEASE of balloons. Use of animals, except for service animals, is prohibited unless approved in advance.

All firearms, ammunition and weapons of any kind are strictly prohibited. ABSOLUTELY NO FORM OF FIREWORKS, SMOKE MACHINES OR PYROTECHNICS OF ANY KIND ARE PERMITTED. NO BONFIRES OR CAMPFIRES ARE PERMITTED. Renter is responsible for providing or renting generators if it becomes necessary. BLHA will not provide any ladders, tools, extension cords or other equipment for the use of the Renter. Any damage to property or buildings will be charged to the Renter at full replacement cost.

Music/Sound

Music must end by 10:00 p.m.

Smoking

Smoking is not permitted on the grounds.

Security

BLHA does not provide security for the event.

Safety

The safety of visitors and staff is of the highest priority. BLHA reserves the right to reschedule an event due to weather conditions.

Site Address—2895 Hartsville Pike, Castalian Springs, TN 37066

Be sure to provide adequate driving directions for your guests, event vendors and personnel as BLHA staff cannot be expected to provide driving directions over the phone.

Indemnification and Non-Liability

The Renter hereby indemnifies and holds harmless BLHA and Sumner County from suit, actions, damages, liabilities and expense in connection with personal injury, illness, property damage or theft resulting from the use of any space or facility at the Bledsoe’s Fort Historical Park. By accepting the terms outlined herein, the Renter cannot hold BLHA or Sumner County responsible for failure to provide the basic facilities and services described here due to emergencies, noises, distractions, catastrophes, acts of God, or interruptions of public utilities beyond BLHA or Sumner County’s control. If BLHA is required to bring legal action to enforce any of the provisions to this Rental Policies Agreement, the Renter (s) shall be required to pay for any legal fees and costs associated. The information contained here-in is considered the official terms and conditions for the use of the property. The Renter(s)/applicant(s) acknowledges that he/she/they have read, understood and agreed to these terms and conditions outlined in this Rental Agreement.

Signature of Renter

Date

BLHA

Date

Rental Contract—Bledsoe's Fort Historical Park
2895 Hartsville Pike, Castalian Springs, TN 37031

Date of Event: Month _____ Day _____ Year _____
Type of Event: _____
Renter name: _____
(This person must sign any and all changes or additions to this contract)
Contact Person: _____ Affiliation _____
Phone (cell) _____ Phone (other) _____
Address: _____
City: _____ State: _____ Zip _____
Email: _____
Event Start Time: _____ Event End Time: _____
Event set up time: _____
Expected number of guests: _____

Caterer: _____ Phone: _____
Address: _____ City, State, Zip _____
Are you serving alcohol? _____ If yes, who will be serving the alcohol? This person must
Have a current license.

Name: _____ Phone _____

Equipment Vendor(s):

Name _____	Equipment _____	Phone _____
Name _____	Equipment _____	Phone _____
Name _____	Equipment _____	Phone _____

It is understood and agreed that the Renter renting the facilities and grounds will hold BLHA and Sumner County harmless in any and all occurrences arising from the use of the facilities under the terms of this contract. All rental contracts are subject to the approval by BLHA and may not be changed unless agreed to in writing by the Renter and BLHA.

All deliveries and pickups by vendors must be made within the designated contract hours.
_____ (initial by Renter)

By signing below, I the Renter, acknowledge that I have read, understand and agree to abide by terms of this contract and the Rental Terms and Conditions as written, including all terms required therein and all charges incurred during the cause of this rental. I agree to always respect and uphold the historical integrity of the Bledsoe's Fort Historical Park and its historical buildings regarding my rental of the property. I understand that if I or anyone in attendance at my event fails to meet the terms of this contract, including any and all rules or regulations set forth by these documents which pertain to my rental of the property, I personally will be

financially responsible, up to and beyond the amount of my Security/Damage deposit, for all charges incurred due to damage or negligence on the date of my event.

Renter: _____ Date _____

BLHA: _____ Date _____

Any changes or additions to this contract and its related documents must be made in writing, and signed by both parties above.

Return of Deposit

Please provide the name and address of the person after the event who should receive the Security/Damage Deposit if all requirements of this contract are met. (Deposits will be returned within 60 days)

Name: _____

Address: _____

City, State, Zip: _____

Email: _____

Office use only:

Rental Cost

Rental _____

Security/Damage Deposit _____

Total Rental Amount _____

Initial Rental Payment amount _____

Date received _____

Check # _____

BLHA board member receiving check _____

Final Rental Payment amount _____

Date Received _____

Check # _____

BLHA board member receiving check _____

Security Damage Deposit amount _____

Date received _____

Check # _____

BLHA board member receiving check _____

Less _____

Security/Damage Deposit refunded

Check # _____

Date _____

BLHA board member refunding check _____